

Department of Information Services

DEPUTY DIRECTOR (REQ#757)***Exempt Employment Opportunity***Olympia, Washington

CLOSES: 3 weeks**SALARY:** \$85,000 - \$94,000 DOQ**LOCATION:** Olympia, Washington**AGENCY PROFILE:**

Join one of the recognized leaders in digital government and take a lead role in the successful build out of Washington State's enterprise approach to technology. The Washington State Department of Information Services (DIS) is the state's technology agency, building government for the new millennium by providing the best computing, telecommunications, Internet, and video services to more than 700 state agencies, local governments, tribal, educational, and not-for-profit organizations.

The DIS data center is one of the largest in the Northwest, combining both client server and mainframe computing in a secure, controlled environment. DIS' statewide, standards-based telecommunications network offers integrated solutions for voice, data and teleconferencing. DIS operates the state's award winning Internet portal, *Access Washington* <http://access.wa.gov>, and the intranet portal, *Inside Washington*, providing virtual front doors to government information and services for citizens, businesses and employees.

DIS also supports the Information Services Board (ISB), a policy-making organization whose 15 members represent the three branches of state government, as well as education and the private sector. The ISB is responsible for developing standards to govern the acquisition and disposition of equipment, software, and purchased services for state agencies, approving IT acquisitions, developing statewide technical policies, standards, and procedures, and overseeing large or high risk information technology projects.

POSITION AND SCOPE:

Reporting to the DIS Director, the Deputy Director is responsible for strategic and tactical coordination, planning, oversight, and implementation of statewide information technology policy. The Deputy Director serves as advisor to the Director of DIS and the

Information Services Board (ISB), and acts as the agency's liaison with the public-sector IT community through the DIS Customer Advisory Board (CAB) - a group of senior IT managers from DIS' customer organizations. The successful candidate will lead the evaluation of new technologies to deliver government services and facilitate the exchange of information about digital government among state and local agencies, universities, national policy bodies, and reviewers of state performance. The Deputy Director leads the Management and Oversight of Strategic Technologies (MOST) division of DIS, managing Policy and Oversight and the Digital Government Applications Academy, comprised of 22 staff with a biennial budget of \$5.8 million.

PRINCIPLE RESPONSIBILITIES:

Establishes statewide strategy, goals, and directions for information processing, telecommunications, Internet, and emerging technologies. Directs, initiates, and implements statewide strategic information technology pilot projects and innovative technological methodologies that increase the efficiency and effectiveness of state government; measures performance and return on investment for information technology projects.

Leads technology-planning activities on behalf of the ISB, including the production of the statewide strategic Information Technology plan.

Ensures the review, development, creation, revision, and implementation of IT policies, procedures, and performance standards. Consults with senior management of the Office of Financial Management, legislators, and legislative committee staff on state agencies' information processing and telecommunications plans, performance, and funding requests.

Represents the agency's interests externally, and consults with interagency committees and planning groups focused on strategic information management for Washington State. Advises state agency executives regarding service offerings including computing services, statewide digital networks and advanced telephony, video production and conferencing, Internet/intranet application development and services, and the competitive acquisition of technology products and services.

DESIRABLE QUALIFICATIONS:

- An undergraduate or advanced degree in business administration, public administration, information systems/technology, engineering, computer science, or a related field.

- Five years progressively responsible management experience, managing individuals and programs.
- Understanding of impacts and potential of the Internet and advanced IT systems on service delivery.
- Knowledge of strategic/tactical business planning and consultation for IT systems design and management for statewide application.
- Knowledge of regulations governing the acquisition of IT equipment, products and services, and vendor contract management.
- Knowledge of the legislative process.

In addition to the above desirable qualifications the successful candidate will exhibit advanced communication skills, be a creative and innovative leader and problem solver, be team oriented with excellent management and interpersonal skills, and have the ability to listen, understand, analyze, and respond to programmatic, constituent, management, and employee needs.

The successful candidate will exhibit the ability to organize staff and manage IT programs, develop policies, provide leadership for strategic planning, and interact effectively with others.

APPLICATION PROCEDURE:

Interested applicants are encouraged to submit a letter of interest with a description of their experience as it pertains to the Desirable Qualifications listed. Please include a current resume listing three professional references.

Your letter of interest and resume must be received no later than DATE at the following address:

Brad Conly, Human Resource Consultant
DIS Human Resources
PO Box 42445
Olympia, Washington 98504-2445
FAX: (360) 753-4170 PHONE: (360) 902-3437
E-Mail: BradC@dis.wa.gov

Letters and resumes may be sent via Fax; however, the original letter and resume must follow and be received by no later than DATE. Your letter and resume sent via e-mail will be accepted as the original and must be received by no later than DATE.

APPLICANT PROFILE FORM:

The Department of Information Services is an equal opportunity employer.

As a separate part of the application process, you are requested to voluntarily complete and return the Applicant Profile sheet with your completed application. This information will be treated as confidential. This page will be separated from your application and used by authorized personnel only.

Persons of disability needing assistance in the application process, or those needing this announcement in an alternative format, may call (360) 902-3437 or Telecommunications Device for the Deaf 1-800-833-6388.